



Our ref.: 00361/2025/SI/WWR

16 January 2025

Annexes: 2

Subject: Invitation to attend the WWRP Polar Coupled Analysis and Prediction for Services (PCAPS) Steering Group Meeting in Cambridge, UK, 14 to 17 April 2025

Dear Sir/Madam,

I have a pleasure of inviting you to attend the second meeting of the Steering Group of the World Weather Research Programme's (WWRP) Polar Coupled Analysis and Prediction for Services (PCAPS), which will be held at the British Antarctic Survey (BAS) in Cambridge, UK from 14 to 17 April 2025. Additional details regarding this event can be found in the attached Concept Note ([Annex I](#)), and the list of participants ([Annex II](#)).

If required, WMO will provide you with travel support to attend the event in the form of the most direct and economic air ticket, and Daily Subsistence Allowance (DSA) that will cover your accommodation and meals.

You are responsible for obtaining the necessary visas to enter the United Kingdom and any other countries that you may be transiting, if appropriate.

Regarding insurance coverage for non-staff members, may I draw your attention to the following:

Non-staff members of WMO who are authorized to travel at the Organization's expense and/or who are receiving a DSA from WMO must ensure they are fully responsible for expenses incurred in the event of death, illness or injury during official travel and attendance at meetings on behalf of the Organization. They are, therefore, fully responsible for arranging life, health, and accident, as well as any other forms of insurance with an adequate level of coverage for the duration of such meetings and events.

WMO liability is limited to the performance of services or attendance at a meeting on behalf of the Organization, is covered by an injury and illness benefit insurance which provides limited coverage for medical, emergency, and supplementary official travel expenses.

Should you require further information or clarification, please do not hesitate to contact Dr Nico Caltabiano (avazcaltabiano@wmo.int), WWRP Scientific Officer.

Yours faithfully,

Dr Estelle De Coning
Chief, World Weather Research Section
Science and Innovation DepartmentTo: Invited participants to the WWRP Polar Coupled Analysis and Prediction for Services (PCAPS) Project (see [Annex II](#))

Concept Note

WWRP Polar Coupled Analysis and Prediction for Services (PCAPS) Project

Cambridge, UK – 14-17 April 2025

Ref.: 00361/2025-15 SI/WWR

WMO will be organizing the meeting of the Steering Group of the World Weather Research Programme's (WWRP) Polar Coupled Analysis and Prediction for Services (PCAPS) that will be held in Cambridge, UK from 14 to 17 April 2025.

The meeting will be conducted as a face-to-face event. However, remote access will be available for participants who are unable to attend in person.

The main objective of the meeting is to:

Discuss the progress of PCAPS and plan activities for 2025-2026, according to the project plan, including those proposed by the PCAPS Task Teams. The meeting will include open sessions with stakeholders to facilitate and integrate their expertise and experiences and assess user needs.

A provisional agenda, working documents, and logistic information for the meeting will be made available to participants ahead of the meeting through the PCAPS SharePoint.

The list of participants can be found in Annex II.

Should you need any assistance with visa requirements, please contact Dr Nico Caltabiano (avazcaltabiano@wmo.int), WWRP Scientific Officer.

List of participants**WWRP Polar Coupled Analysis and Prediction for Services (PCAPS) Project****Cambridge, UK – 14-17 April 2025**

Name	Organization	Country	Role
Dr Daniela LIGGETT	University of Canterbury	New Zealand	Project Co-chair
Dr Jørn KRISTIANSEN	Met Norway	Norway	Project Co-chair
Dr Victoria HEINRICH	Bureau of Meteorology	Australia	Project member
Dr Hanne NIELSEN	University of Tasmania	Australia	Project member
Dr Paola Rodriguez IMAZIO	University of Buenos Aires	Argentina	Project member
Dr Gunilla SVENSSON	Stockholm University	Sweden	Project member
Dr Machiel LAMERS	Wageningen University & Research	The Netherlands	Project member
Dr Clare EAYRS	KOPRI	Republic of Korea	Project member
Dr Barbara CASATI	ECCC	Canada	Project member
Dr Gita LJUBICIC	McMaster University	Canada	Project member
Dr Philip BROWNE	ECMWF	ECMWF	Project member
Dr Jelmer JEURING	Met Norway	Norway	Project member
Dr Andrew ORR	British Antarctic Survey	United Kingdom	Project member
Dr Linus MAGNUSSON	ECMWF	United Kingdom	SSC Liaison
Dr Dina ABDEL-FATTAH	Met Norway	Norway	PCAPS ICO
Dr Jeff WILSON	Met Norway (consultant)	Australia	PCAPS ICO
Dr Nico CALTABIANO	WMO	Switzerland	WWRP Secretariat